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ROUTING AND RECORD SHEET

TRAVEL-6

SUBJECT (Optional) Memorandum originated by [redacted] Advanced Concepts Div., STAT
ORD, concerning Agency travel policies and procedures

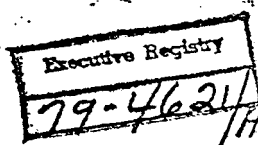
FROM: Don I. Wortman
Deputy Director for Administration
EXTENSION [redacted] NO. [redacted]
DATE 31 AUG 1979 STAT

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		

1. Deputy Director of Central Intelligence				<p>Total 3:</p> <p>1. The incoming letter for which the attached response is recommended, contains several inaccuracies that we believe could be more usefully resolved in oral discussion rather than by formal response. Also, it is presumed this employee may have other suggestions that should be aired and discussed.</p> <p>2. We will plan to provide a detailed response to any of the employee concerns which are not satisfied by the proposed meetings.</p> <p style="text-align: right;">[Signature] Don I. Wortman</p> <p>att.</p>
2.				
3. Director of Central Intelligence				
4.				
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Available*

6/17/98



6 September 1979

MEMORANDUM FOR: [REDACTED]
Advanced Concepts Division, ORD

FROM : Deputy Director of Central Intelligence

SUBJECT : Agency Travel Policies and Procedures

REFERENCE : Your memorandum to DCI, dated 15 Aug. 79,
same subject

1. Thank you for your several observations and suggestions regarding Agency travel policies and procedures. Such initiatives on the part of employees promote the effectiveness of the regulatory process.

2. In order to better assure a mutual understanding of the procedural areas to which your comments are directed, I have asked [REDACTED] Chairman of the Agency's Travel Policy Committee, to meet with you for a more detailed discussion. If it seems desirable, he may also invite you to present your views at a meeting of the Travel Policy Committee. Such meetings will provide a forum for you to put forward other suggestions concerning travel matters and may also provide you with useful insight concerning the regulatory process.

[REDACTED]

Frank C. Carlucci

25X1